

PMPA Supervisor College Program
EFFECTIVE SUPERVISION SEMINAR
September 18-19, 2008 – Plymouth, MI

*Good supervisors are made, not born...*and this is especially true in the current labor law environment throughout the United States. Accordingly, PMPA is offering a one and a half day training program that will benefit supervisors, human resource staff, managers and owners. While the program is aimed at front-line supervisors, all individuals within your company who manage and supervise employees will benefit.

The program will be divided into three – 4-hour sessions

- Module 1
 - Managing Performance
- Module 2
 - How to Navigate the Employment Minefield
 - Hiring Do's and Don'ts.
- Module 3
 - What to do when workers cannot work
 - Handling employee performance problems.

Please see the enclosed outline for a complete course description.

Course Highlights

- Instruction by PMPA HR legal counsel Millisor & Nobil
- Take-home Manual provided.
- Certificate awarded upon completion.
- This course qualifies for PMPA Education Foundation Grant Reimbursement

Instructor

Seminar Leader will be Melanie Webber, Attorney-at-Law with Millisor & Nobil Co., LPA, which specializes in labor law. For many years, PMPA has retained Millisor & Nobil to advise members on special human resources issues.

Course Schedule and Costs

The class is scheduled **Thursday, September 18, 2008** from 8:00-5:00 pm and **Friday, September 19, 2008** from 8:00 am-12:00 Noon. The class will be held at the **Michigan Manufacturing Technology Center** (MMTC), 47911 Halyard Dr., Plymouth, MI.

Tuition for the class is **\$650.00 per person**, which includes expert training, a take-home manual, breakfast each day and lunch Thursday.

Tuition Reimbursement Grant

The PMPA Education Foundation has made available grants to reimburse member companies one-half the cost of the tuition per participant. Visit the PMPA Education Foundation website for more information: www.pmpa-foundation.org